

**The Springfield Project  
Company Limited by Guarantee  
Financial Statements  
31 March 2018**

**ACCUO ACCOUNTING LTD**

Chartered Accountants & Registered Auditor  
40 Bear Hill  
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**The Springfield Project**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year ended 31 March 2018**

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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

#### **Year ended 31 March 2018**

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2018.

#### **Objectives and activities**

The charitable aims of the company as set out in our founding documents state:

The objects of the charity are to provide care and support to people nationally and internationally, and in particular to children, young people and families in the ward of Springfield, Birmingham in accordance with the tenets of the Christian faith as understood by the Church of England, in particular but not exclusively by the provision of spiritual and other support, advice, services and facilities in the interests of social welfare for education and recreation with the objective of improving the conditions of life for the residents.

Provided that the objects of the Charity shall be delivered without distinction of age, sex, sexual orientation, mental capacity, race, creed or colour or of political, religious or other opinion; that the freedom of people of all faiths or none to hold and to express their beliefs and convictions respectfully and freely, within the limits of the UK law, is acknowledged; and that our Christian faith or belief shall not be imposed on others.

#### **Vision, mission, roots and values**

Our objectives are reflected in our vision, mission, roots and values statement. This is set out below:

##### **Our vision is to show God's love in our community**

This means improving the conditions of life for all our local residents in the Springfield ward and surrounding area. We do this by focusing on children, young people, families and individuals by providing a range of accessible educational, social welfare, recreation, and spiritual services.

##### **Our mission is help others live life to the full**

Our mission is to strive for every child, every young person, every parent and every adult in our community having the opportunity to reach their full potential in life. This also extends to every member of staff and every volunteer who helps out in any of our services.

##### **Our roots are Christian**

As an expression of the church's mission, all aspects of our activities should reflect the love, compassion and forgiveness which Christians believe are most perfectly displayed through Jesus Christ.

We seek to live out the example of Jesus, who welcomed everyone, listened, and served others and wanted us all to grow to experience life in all its fullness. He says, in the Bible, "I have come in order that you might have life, and have it to the full" (John 10:10). "I tell you the truth, anything you did for even the least of my people here, you also did for me" (Matthew 25:40). "For I came to serve not to be served..." (Mark 10:45). In Acts 6, Jesus' early followers made it a priority to organise care for others. This continues to be our mandate.

##### **Our values**

Our values define how we deliver our services. These are regularly highlighted with staff, volunteers and service users and now clearly form part of the induction procedure for new staff and volunteers. In seeking to show God's love in the community and living life to the full, we expect all who represent The Springfield Project to share our values.

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# The Springfield Project

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2018

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- **Welcoming and inclusive:** We seek to provide a safe space for our community where all are welcome. We embrace diversity, celebrating the way in which people of different faiths or no faith can work together to bring about positive change in the lives of individuals and the community. We treat all who come to the Project with respect and warmth and recognise each person as an individual.
- **Listening:** We recognise and value the unique insights and experiences of members of our community. We seek to ensure that the views of all those who have an interest in the Project inform the continuous development of our services.
- **Serving:** We seek to contribute to the transformation of the lives of individuals, families and the wider community. We show compassion in our work, and strive to meet people at their point of need. We seek to get alongside people to share their stories, and offer support.
- **Professional:** Our community deserves the best we can give them; therefore we recruit professionally qualified staff on the basis of their skills, knowledge and experience. We welcome and value the contribution of our trained volunteers who greatly enhance our services. We have policies and procedures in place to help us achieve our aims and objectives.
- **Growing:** We look for the best in people and seek to empower them to use their strengths to take charge of their own lives and to support others. We are all on a journey of life-long learning. We learn through our daily life and work, as well as through discussion, reflection, practice and education. We accept mistakes and apologies, and encourage others by showing change and growth in ourselves.

Our values, rooted in our faith, may be shared by others too and we work in partnership with them to achieve our aims. We celebrate that Christians are not the only people motivated to work for the good of the community. As a place of practical compassion where many people gather, we are glad to learn together with others how they live out their values and faith.

#### **Our impact model of change - The Springfield Pathway: "Empower, Enable, Enrich"**

The Springfield EEE Pathway provides a vehicle for explaining, monitoring, recording and evidencing milestones achieved on an individual's journey through the centre and measuring our impact as people have opportunity to live life in all its fullness.

Depending on people's starting point we offer a range of activities that empower, enable, or enrich their lives. We meet individuals at their point of need and work with them to identify a pathway.

All of our activities are designed with this in mind. All of our activities fit into an outcomes framework which clearly demonstrates how the pathway empowers, enables, or enriches.

We also want to empower, enable and enrich Springfield as a community and provide events which bring our community together with this aim. We all need the right environment to flourish; this includes children, adults, families, our staff and volunteers.

To **empower** is to help people understand they have a personal choice, power and authority, or to remind them of their personal choice, power and authority and help them learn to use it. We do this by coming alongside people and walking with them on their journey through the EEE Pathway offering encouragement and emotional support.

To **enable** is defined as "to provide someone with the resources, authority, or opportunity to do something; to make something possible or feasible". We do this by providing services/activities for people to join.

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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year ended 31 March 2018**

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To **enrich** is to improve or enhance the quality of life for people. We do this through the pathway but also through offering social activities and events for the wider community.

#### **Our Aims and Strategy**

The charity seeks to deliver the vision, mission, and values through the following aims in our 3 year strategy (2015/16-2017/18):

- To provide relevant community services to families and children in Springfield.
- To provide a community focus; open, welcoming and accepting of everyone.
- To cross social and cultural barriers engaging this diverse community.
- To promote understanding and the common good in our community.
- To support family relationships.

This is delivered in an annual business plan.

#### **Strategic report**

The following sections for achievements and performance and financial review form the strategic report of the charity.

#### **Achievements and performance**

##### **PROGRESS AND IMPACT IN 2017-18**

During the year the trustees have made decisions and shaped delivery of their projects and activities with due regard to public benefit and in line with the aims and objects of the charity.

The trustees have remained focussed on the aims and objectives of the charity, and given consideration to ensuring the greatest impact in public benefit. They have achieved the charity's purpose through delivery of a range of activities; stay and play groups, children's groups, nursery, family support, training courses, employment support, benefits advice, pregnancy support, parenting support, well-being groups and employment and volunteering opportunities all of which have directly benefited families and individuals living in the local community.

This process of clarifying services directly for public benefit has facilitated transparency and clarity for accounting and fundraising and enabled a social base for the overall quality of evaluation and reporting. The trustees are working toward a structure for measuring the impact of services to evidence for funders through the production of social accounts for 2017/18.

#### **Progress against the annual business plan**

Our business plan for this period had 24 objectives and targets. Of these 19 were achieved and 5 were delayed or in progress. The delayed activities were a thorough business review of the Mini Springers Nursery, fully developing our outdoor learning service in particular around the use of the Forest School, delivery of our communications plan, closer partnership working with other local organisations, and further developing our quality standards. These will be carried forward into our 2018/19 plan.

The trustees have made every effort to report based on our data collection systems.

Overall 4,718 individuals (1,855 families) engaged with all of our services during the year compared to 5,646 individuals in 2016/17. This reduction is largely due to the change in the Children's Centre contract.

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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year ended 31 March 2018**

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The rest of our progress for 2017/18 is reported below under our business plan headings for this period.

#### **1 Children's Centre Services**

The Centre runs seven stay and play sessions each week, which includes "Seedlings" "Greetings" and "Reddings" which has resulted in 1,144 individuals attending regularly. The Family Support Team visited 455 families with a new baby (296 in 2016/17) and supported 368 families needing additional support. Staff worked with each person who accessed our services to show a raised standard of early learning (particularly in personal, social and emotional development); and improved speech and language skills for children under 5 for 212 families (267 in 2016/17). The Centre hosted clinics for Health Visitors and Midwives which saw a combined attendance of 3,658.

January 2018 saw the launch of a new Early Years Health and Wellbeing service in Birmingham, to be called Birmingham Forward Steps and of which The Springfield Project is a constituent partner alongside Barnardo's, Spurgeons, St Paul's Community Development Trust and Birmingham Community Healthcare NHS Foundation Trust. This service aims to bring targeted support out into the community better engaging with local people, and with a more stream-lined provision between Early Years and the Health Visiting teams. In the district of Hall Green The Springfield Project is working with St Paul's Community Development Trust to deliver across the four wards (pre-election May 2018). The Springfield Project focuses on the wards of Springfield and Hall Green, targeting the areas highest in deprivation where families are most in need. The launch of this new service involved an extensive period of change management for The Springfield Project, with staff from other providers being transferred in under TUPE.

#### **2 Mini Springers Nursery**

156 children specifically engaged with Mini Springers Nursery (165 in total 2016/17). The higher number in the previous year was due to a high number of children leaving and starting part way through the year. During 2017/2018 academic year, the numbers were more stable. During the year the trustees made a £30k investment in the nursery and church garden to make sure it was fit for purpose, safe and secure for the children to use and a welcoming space for other children to use when the nursery is not in session. The long-term nature and quality of the nursery within the local community is now seeing older mini springer children coming back as volunteers or to do work experience.

#### **3 Delivery of Community Services**

December 2017 saw the end of a two-year pilot scheme funded by the South & Central Clinical Commissioning Group (£140k over two years). The purpose of this pilot scheme was to explore where a range of social and physical activities would improve emotional health and well-being, reduce loneliness and isolation and thereby reduce the drain on primary care. The Springfield Project was well placed to deliver this, and learning was huge. During the period of the pilot scheme the scope was extended to include the elderly frail. Following evaluation of the pilot scheme The Springfield Project recognised that our niche is in engaging with local people, hosting activities which enable people to participate in things outside of the home which in turn reduces isolation and loneliness and reduces demand on mental health services. Our community like to be useful and as such many have become active participants in groups, leading activities themselves. We have seen a shift from delivering activities for people, to working alongside people delivering activities, to now seeing some activities delivered by the people themselves. The Springfield Project values this very tangible sign of an enabled, empowered and enriched community. Further, it demonstrates how the community services side of our work is sustainable.

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#### **Year ended 31 March 2018**

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Other areas delivered this year include a thriving Place of Welcome attended each week by some 40 people and a free lunch is provided using resources grown on our allotments or donated by the local supermarket as part of a recycling of waste food programme.

Work Club moved its day of delivery during the year and now happens on Thursday during the Place of Welcome as the atmosphere is more friendly, welcoming and relaxing. It makes the job search process more accessible. 9 people have moved on to work or training during the year. Additionally we have worked in partnership with ReCOM who are a locally based charity supporting people with learning IT. We facilitated four IT courses during the year and 20 people now have improved computer skills. Thank you to Awards for All for making this possible

Creative English has engaged 49 learners this year and has been a new addition to the way English classes are delivered on site. Creative English is based around scenarios inspired by reality, which follow the daily lives of different families living on the same streets. The learners take the role of a member of these families as they act out everyday situations - from visiting the doctor to the weekly shopping trip. Each session is filled with fun games and activities to keep learners engaged and motivated as they learn and practice English with natural conversations in a relaxed and friendly atmosphere. There is a case of resources which supports role play and adds to the fun. Importantly Creative English is led and delivered by trained volunteers

#### **4 Raising the Roof**

This is a portfolio of six properties providing affordable housing for six vulnerable local families through the purchase and renovation of properties which have been vacant for at least six months. The activity was reviewed against its initial aims of using some of our reserves while addressing a local need of good housing and training and employment opportunities. The activity has helped provide homes for a number of years for vulnerable families. However due to the small scale of the activity compared to a specialist housing provider, it did not provide the construction skills and training hoped for, the management costs and repairs were high, and finally the housing benefit changes resulted in us underwriting the costs of tenancy as families struggled to pay rent. As a result the trustees have decided to sell the houses as they fall vacant. Any proceeds from the sale will be reinvested into the work of The Springfield Project enabling us to reach more people in need and have a wider impact.

#### **5 Develop Services to Meet the Needs of the Community**

In May 2017 The Springfield Project hosted a Creative Community Festival in which hundreds of local children came into The Springfield Centre to take part in a wide variety of creative activities and little children with big imaginations went on a magical and interactive musical journey to the moon. Together, parents/carers, children and adults explored their artistic and creative talents trying things they haven't tried before, having fun and laughing together. It brought the community together and new friendships were formed.

In partnership with Utsav, the Ort Gallery and ArtWorks Hall Green, The Springfield Project hosted a Spice of Life event in December, which saw the local community coming together to enjoy crafts and textiles, music, mehndi and storytelling with free authentic Indian street food.

Santa and his elves visited Springfield in December to the delight of local children and he had gifts for everyone. We also had a Seedlings Christmas party attended by most of our families.

One fundraising event took place during the year: a quiz in aid of the Creative Families festival where £215 was raised.

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# **The Springfield Project**

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### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year ended 31 March 2018**

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#### **6 Developing our Governance, People and Finances to support our aims**

##### **Trustees and staffing**

This is discussed in more detail in the later Structure, governance, and management sections. There were lots of staff changes during the year and the total number increased from 52 to 54 in the period.

##### **Volunteering**

The Project values the contribution that all of our volunteers make to our work and they are included in every aspect of what happens on site at Springfield Rd and Percy Rd. The overall number of volunteers increased from 70 to over 100 during the period. The project benefited from 109 people giving 4,148 volunteer hours during the year which added a value of £57,656. The majority of volunteers live locally and their knowledge of the local area is invaluable. Volunteers benefit in opportunities to gain new skills, support job search activity, make a difference in their community and improve their well-being, self-esteem and confidence.

#### **7 Develop buildings and grounds to meet needs of the charity**

The Green Space Project continued to be a place in the community where people can go to learn gardening skills, enjoy gentle exercise and make friends. It also continued to be a venue for Greenfingers Stay and Play group who had fun playing outdoors, learning outdoor crafts and exploring nature. The Forest School continued to be a place aiming to develop self-esteem, self-confidence and the independent skills of children, and build an understanding and resilience to the outdoor environment. However the Forest School is not well used. Grow to Learn, a separate company commissioned to deliver outdoor learning by The Springfield Project have good contacts with local schools and are working hard to generate more use of the space.

The volunteers in the Gardening Club produce a wide range of fruit and vegetables for use by the cooking group across our three allotment plots.

Holiday time activities were also delivered at the allotment.

The 25 apples and pear trees in the Orchard now regularly bear fruit.

During the summer of 2017, £30K was invested to improve the condition of the nursery garden, using a local company. It now hosts a range of different areas for children to explore from playing with a mud kitchen, to an area of mixed terrain to ride bikes, to a sensory area.

With the increase of staff using the office space on site at The Springfield Centre it became necessary to introduce a business centre to house the business staff for at least part of the working week. From January 2018 an extra office was rented one and half miles away at Kings Court in Hall Green.

The role of Site Manager was introduced at The Springfield Centre upgrading a previous role of Caretaker. Responsibility for a running programme of repair and renewals now rests with this role.

#### **8 Profile and Partnerships**

The Springfield Project is well-positioned with Spurgeons, Barnardo's and St Paul's Community Development Trust to be able to secure additional funding to deliver other work for the benefit of the local community.

2017 has seen growth in the relationship between The Springfield Project and Narthex Sparkhill who are a crisis response charity serving the community of Sparkhill. Both sets of trustees look forward to a closer working relationship in the future.

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#### **Year ended 31 March 2018**

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Additionally the Project has become involved with the Third Sector Mental Health Forum and through that with the work of the Mental Health Trust, and Birmingham Mind. Partnerships which all add value to our work and improve our knowledge.

This is the first year The Springfield Project will be producing a set of social accounts evidencing the impact of the Project's work. Part of this work involved hosting a stakeholder event and encouraging our delivery partners (in this instance) to contribute to a feedback exercise seeking clarity on how well The Springfield Project delivers against its aims as a charity and the values it operates by, how well it responds to families in need, and how well we deliver our aim of emotional and physical wellbeing and support. (Please see the social accounts for The Springfield Project to be read alongside this report).

#### **Financial review**

The Springfield Project started operating as a separate charity on 1st August 2010 so these accounts show the seventh full year's activity. Total income for the year was £1,186,372 (2017: £1,098,387) and total expenditure was £1,229,452 (2017: £1,105,989). The Project showed a deficit for the year of £43,080 (2017: £7,602). A breakdown between unrestricted and restricted funds is shown in the accounts.

#### **Reserves Policy**

It is the policy of the charity to maintain free reserves equivalent to at least 3 months expenditure. This amounts to £275,000. As at 31 March 2018 our free reserves were £162,035. As houses are sold for at least the current carrying value of £575,750, it is expected the target will be reached by March 2019.

#### **Principal Funding Sources**

The principal source of funding continues to be the Children's Centre grants, total £787,924 plus Nursery Education Funding of £233,098. NHS South & Central CCG award for Neighbour Scheme was £59,167.

In addition a number of grants were received in the year for delivery of Community Services.

#### **Future financial plans**

In January 2018 The Springfield Project secured funding for 5 years through the award of a contract from the Local Authority to deliver the Birmingham Forward Steps SureStart Children's Centre Service. Although there has been a reduction in income it has given security for this service for the next five years. The security, as well as clearer and more transparent accountancy processes, has enabled trustees to make small investments from reserves to support other areas of the Project's work, such as as underpinning the development of the community services work while main grant funding is sought and investing in staff with key skills to lead through the period of change management.

We will also review the income from the nursery again to ensure it is self-sustaining.

A similar review will also take place to assess the viability of the Green Space Project.

Liquidating assets through the sale of property under Raising the Roof will allow for cash to be designated to develop specific areas of the Project's work moving forwards.

The Springfield Project will continue to deliver the Neighbour Scheme in partnership with Birmingham SmartCare Federation, to meet the needs of local vulnerable and isolated adults.

Birmingham SmartCare Federation have supported the work by £18,615 and other funding has come from smaller grants from local charities, and £9,972 from Awards for All. The pilot scheme also taught

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#### **Year ended 31 March 2018**

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us that whilst general funding is required to support core costs and staffing, that the smaller funding is needed to meet the costs of short programmes of activity to allow for change as participants tire of one activity and want to do something new. The nature of this work will require us to source larger funding for core costs and smaller grants for activities which vary throughout the year, according to need.

#### **Plans for future periods**

##### **Our vision for our charity**

Our 3 year strategy and business plan ran to March 2018. In this 3 year period we have grown our impact through the number of people we helped to access our services, we created more opportunities for friendship across the different groups within our communities, thereby increasing social capital, and we have improved the physical environment and the perception of our area through our outdoor activities and community events.

Following a review of our staffing structure, buildings and management costs we have a very good understanding of the cost of running our charity.

We have improved our understanding of the type of activities we undertake to contribute to a pathway of positive change for individuals and families in our communities.

Our new 3 year strategy (2018/19-2020/21) has the following aims:

- 1 We will provide a wide range of supportive activities for children, adults and families in the Springfield and wider area.
- 2 We will increase our impact of our activities in terms of social, physical, emotional wellbeing and a more inclusive and integrated community.
- 3 As a mission partner for St Christopher's Church, we will strengthen our joint working with those partners who can help our community and share our intention to work for the common good.
- 4 We will strengthen our capacity to secure a range of diverse funding streams to help deliver our services and those of our partners.

##### **Our direction for 2018/19**

This will be the first year of our new 3 year strategy. We will continue the transition from 70% reliance on one main contract for Early Years' work to a more diversified sources of funding to reflect our already diverse services and a renewed focus on our impact based on the Springfield Pathway of Empowering, Enabling and Enriching.

We will deliver our vision, mission, values and aims through annual business plan objectives under the following different areas of our charity. In 2018/19 these are:

- 1 Mini Springers Nursery
- 2 The Children's Centre
- 3 Community Services
- 4 New services
- 5 Develop building and needs to support our needs
- 6 Infrastructure
- 7 Common mission and communication with St Christopher's Church

##### **Funds held as custodian trustee**

The charity has not held any funds during the year on behalf of others.

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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report) *(continued)***

**Year ended 31 March 2018**

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#### **Structure, governance and management**

##### **Who we are**

The Springfield Project was established by St Christopher's Church to help show God's love in our community through practical service and action in Birmingham. Our area stretches beyond the church parish and Springfield Ward all the way to Greet where we rent another centre to deliver services, and Tyseley where we use St Edmunds Hall.

In 2017/18 we had an income of over £1m, employed an average of 51 people, and were supported by over 100 volunteers. Together we helped over 5,000 people from 2,000 families who spoke 16 different languages. We achieved this through a range of services.

Our Children's Centre services include home visits to families with young children, parenting and health courses, job clubs, debt advice, stay and play, family support work, and community festivals. We operate a nursery that helps children to be school ready; we own six houses to provide housing for vulnerable families; and we run activities on a local allotment, community orchard and forest school. We expanded the Springfield Neighbour Scheme with local health centres to help adults with a range of health needs to serve a wider group and area and now call it Community Services. During its second year this service engaged with 789 individuals referred for support, with the majority reporting a significant improvement in their wellbeing.

##### **Our Founder**

St Christopher's Church was the founder of The Springfield Project and operated many of the activities prior to transferring them to a charitable company in 2008. The Church continues to provide a range of support for the charity, such as trustees, buildings for the charity to operate out of, volunteers and helpers for regular activities such as 'Seedlings' play and stay, and prayer for our work and those we work with.

##### **Governance**

The Springfield Project is an award winning charitable company limited by guarantee, incorporated on May 1st 2008 and registered as a charity on March 16th 2010. The company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association.

##### **Our Board of Trustees**

The Springfield Project is overseen by a Board of Trustees. The Board of Trustees consists of a minimum of 3 people. Board members are approved by the 3 founding members of the charity, the Diocese of Birmingham, the Vicar of St Christopher's Church, and the Parochial Church Council of St Christopher's Church.

All trustees are selected according to their skill set and the requirements of the organisation and business plan, and who contribute to the overall aims, values and charitable objects of The Springfield Project. New trustees follow a formal induction procedure welcoming them to the charity, introducing them to the staff and volunteers, familiarising them with the work happening and clarifying their role and responsibility as a trustee. Budget provision is made for additional training if necessary e.g.: safeguarding and data protection.

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Dr Simon Slater continues as Chair, together with two Vice-Chairs; Sarah Smith, and Rev Tom Thomas. Peter Hunt chairs our Finance Committee, Sarah Smith our Staffing Committee, Dr Andreas Melchior our Community Services Advisory Group, and Yvonne Gordon our Children Services Advisory Group. During this period Elizabeth Corrie resigned as a Trustee, after making a significant contribution to setting up and reviewing our housing activity. Work is under way to recruit additional trustees to the Board who will bring both a commitment of time, and complementary skills, and also more capacity to develop a future Chair designate.

The Board of Trustees met five times during the year including an away day for strategic planning and an extraordinary meeting to finalise our consortium bid. There are currently four sub-committees which oversee day-to-day issues within The Springfield Project: Finance, Staffing, the Children Services Advisory Group which oversees the nursery and children centre activities and the Community Services Advisory Group which oversees the work of the Neighbour Scheme and the Community Services team. These meet once a term or more frequently as required.

The Trustees also seek advice from other local community organisations either through presentations to the Board or involvement on sub-groups, and feedback from annual staff and stakeholder surveys and user groups.

The Board has been busy this year during a period of change driven by changing funding streams, the need to tender for the continuation of our Children's Centre services and the successful development of our new adult-focussed work through the Neighbour Scheme and other community services. Key issues the Board has considered during this period include:

- Annual Church Founder and Springfield Project Relationship Audit
- Board Skills Review
- Risk Register Review
- Annual Accounts and Budgets
- New 3 year strategy planning and annual business plan
- Recruitment of new Chair
- Review and update of our Governance documents
- Review of our impact measures and use of social accounting
- Bidding as part of the consortium for the new city wide Early Years Health and Wellbeing contract
- Expansion of community services
- Review of the social housing service
- Review of Seedlings Stay and Play support
- New nursery and church garden
- Needs assessment to inform further redevelopment of centre and church buildings
- Implementing GDPR

At the annual away day to develop the next three year plan (2018/21) we used an external facilitator (CEO from Worth Unlimited) to challenge the trustees to consider the "why" we deliver the range of services we do. This was based on learning from the Simon Sinek Golden Circle principle, and as a result we have begun to articulate the pathway to change we hope to see for individuals in our services and therefore the impact we are having over time on our community.

#### **Management**

Whilst the day to day management of The Springfield Project is delegated to the Chief Executive of The Springfield Project and the staff, the Board of Trustees retains the responsibility (legal and financial) for the affairs of the Project and for activities carried out in its name. The Chief Executive is given regular supervision with an appropriate trustee and reports directly to the Trustees every two months. This year our Chief Executive, Sarah Robbins, was recognised for her leadership and management skills by winning a national award from the Association of Voluntary Sector Chief Executives.

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# **The Springfield Project**

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The management team continued to be very strong and remained focused on reporting and delivering against the new business plan objectives and to developing new projects to meet the needs of the community and to safeguard levels of income. The Trustees acknowledge the commitment of the team and staff in successfully navigating a particularly challenging year of uncertainty caused by changes in funding, bidding for a major new contract, and then having to undergo significant HR changes to implement this, while continuing to deliver outstanding services to our community.

#### **Risk Management**

The Board of Trustees has conducted a risk assessment which is reviewed annually and systems put in place to mitigate risks identified. Internal risks are minimised by the implementation of effective internal control procedures and good supervision of all activities of The Springfield Project. Our Reserves Policy forms part of our risk management strategy.

The Project is diligent in ensuring its safeguarding policy and procedures are followed and the policy is reviewed annually by the trustees. A trustee has been appointed as Safeguarding Trustee. Criminal records checks are carried out for all staff and volunteers, including trustees, through the Disclosure and Barring Service at the beginning of their service and repeated every three years. Procedures are in place to respond appropriately should a disclosure be revealed in the process of checking. The staffing committee has been working with senior staff to review and ratify key policies and procedures. As a result a new Staff Handbook has been produced; this provides easy access to policies for staff and improves communication at the point of induction for new employees and volunteers.

During the year the risk register and the business continuity plan have been reviewed and revised

The key risk is that of changes in funding from the current main funder, Birmingham City Council, for the provision of Early Years Health and Wellbeing services. This risk was reduced during the year as a new contract was awarded to The Springfield Project through a partnership bid with Birmingham Community Healthcare NHS Foundation Trust (BCH), Barnardo's, Spurgeons and St Paul's Community Development Trust to be known as Birmingham Forward Steps.

The Trustees have put in place a new 3 year strategic plan to help diversify the funding streams and put us in a strong position to bid for future commissioned services.

Also during the year the trustees and senior staff have been training and working through the action plan to be compliant with the General Data Protection Regulation impacting from May 2018.

# **The Springfield Project**

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**Trustees' Annual Report (Incorporating the Directors' Report)** *(continued)*

**Year ended 31 March 2018**

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## **Reference and administrative details**

<b>Registered charity name</b>	The Springfield Project
<b>Charity registration number</b>	1134977
<b>Company registration number</b>	06582318
<b>Principal office and registered office</b>	The Springfield Centre Springfield Road Moseley Birmingham B13 9NY

## **The trustees**

YC Gordon	
PJ Hunt	
Dr AM Melchior	
CL Minchin	
GLH Moss	
A Roper-Hall	
Dr SJ Slater	
SE Smith	
Rev T Thomas	
EM Corrie	(resigned November 2017)

<b>Auditor</b>	Accuo Accounting Ltd Chartered Accountants & Registered Auditor 40 Bear Hill Alvechurch Birmingham B48 7JX
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# The Springfield Project

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Directors' Report) *(continued)*

Year ended 31 March 2018

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#### Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Auditor

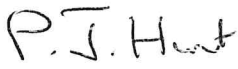
Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

A resolution to reappoint Accuo Accounting Ltd as auditors will be proposed at the forthcoming Annual General Meeting.

The trustees' annual report and the strategic report were approved on 19 November 2018 and signed on behalf of the board of trustees by:

  
Dr Simon Slater  
Chair of Trustees

  
Peter Hunt  
Treasurer

# **The Springfield Project**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Springfield Project**

**Year ended 31 March 2018**

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#### **Opinion**

We have audited the financial statements of The Springfield Project (the 'charitable company') for the year ended 31 March 2018 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
  - the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.
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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Springfield Project**

*(continued)*

**Year ended 31 March 2018**

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#### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# **The Springfield Project**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Springfield Project**

*(continued)*

**Year ended 31 March 2018**

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#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
  - Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
  - Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
  - Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
  - Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
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# **The Springfield Project**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Springfield Project**

*(continued)*

**Year ended 31 March 2018**

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We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*Accuo*

Accuo Accounting Ltd  
Chartered Accountants & Registered Auditor  
40 Bear Hill  
Alvechurch  
Birmingham  
B48 7JX

*23 November 2018*

# The Springfield Project

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

31 March 2018

			2018		2017
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	18,939	21,577	40,516	31,276
Charitable activities	6	260,253	865,745	1,125,998	1,037,475
Investment income	7	109	—	109	363
Other income	8	19,000	749	19,749	29,273
<b>Total income</b>		<u>298,301</u>	<u>888,071</u>	<u>1,186,372</u>	<u>1,098,387</u>
<b>Expenditure</b>					
Expenditure on charitable activities	9,10	360,677	868,775	1,229,452	1,105,989
<b>Total expenditure</b>		<u>360,677</u>	<u>868,775</u>	<u>1,229,452</u>	<u>1,105,989</u>
<b>Net expenditure and net movement in funds</b>		<u>(62,376)</u>	<u>19,296</u>	<u>(43,080)</u>	<u>(7,602)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		524,076	28,409	552,485	560,087
<b>Total funds carried forward</b>		<u>461,700</u>	<u>47,705</u>	<u>509,405</u>	<u>552,485</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 21 to 32 form part of these financial statements.

**The Springfield Project**  
**Company Limited by Guarantee**  
**Statement of Financial Position**  
**31 March 2018**

		<b>2018</b> <b>£</b>	<b>2017</b> <b>£</b>
<b>Fixed assets</b>			
Tangible fixed assets	<b>16</b>	575,750	575,750
<b>Current assets</b>			
Debtors	<b>17</b>	146,209	21,589
Cash at bank and in hand		134,748	276,694
		<u>280,957</u>	<u>298,283</u>
<b>Creditors: amounts falling due within one year</b>	<b>18</b>	<u>71,217</u>	<u>33,064</u>
<b>Net current assets</b>		<u>209,740</u>	<u>265,219</u>
<b>Total assets less current liabilities</b>		<u>785,490</u>	<u>840,969</u>
<b>Creditors: amounts falling due after more than one year</b>	<b>19</b>	<u>276,085</u>	<u>288,484</u>
<b>Net assets</b>		<u><u>509,405</u></u>	<u><u>552,485</u></u>
<b>Funds of the charity</b>			
Restricted funds		47,705	28,409
Unrestricted funds		461,700	524,076
<b>Total charity funds</b>	<b>21</b>	<u><u>509,405</u></u>	<u><u>552,485</u></u>

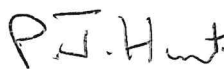
For the year ended 31 March 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies but as this company is a charity, it is subject to audit under the Charities Act 2011.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the board of trustees and authorised for issue on 19 November 2018 and are signed on behalf of the board by:

  
Dr Simon Slater  
Chair of Trustees

  
Peter Hunt  
Treasurer

The notes on pages 21 to 32 form part of these financial statements.

# The Springfield Project

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 31 March 2018

	2018 £	2017 £
<b>Cash flows from operating activities</b>		
Net expenditure	(43,080)	(7,602)
<i>Adjustments for:</i>		
Other interest receivable and similar income	(109)	(363)
Interest payable and similar charges	11,727	12,229
Accrued expenses/(income)	10,817	(798)
<i>Changes in:</i>		
Trade and other debtors	(124,620)	4,016
Trade and other creditors	27,836	1,447
Cash generated from operations	(117,429)	8,929
Interest paid	(11,727)	(12,229)
Interest received	109	363
Net cash used in operating activities	<u>(129,047)</u>	<u>(2,937)</u>
<b>Cash flows from financing activities</b>		
Proceeds from borrowings	(12,899)	(12,396)
Net cash used in financing activities	<u>(12,899)</u>	<u>(12,396)</u>
<b>Net decrease in cash and cash equivalents</b>	(141,946)	(15,333)
<b>Cash and cash equivalents at beginning of year</b>	276,694	292,027
<b>Cash and cash equivalents at end of year</b>	<u>134,748</u>	<u>276,694</u>

The notes on pages 21 to 32 form part of these financial statements.

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

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#### 1. General information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is The Springfield Centre, Springfield Road, Moseley, Birmingham, B13 9NY.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities measured at fair value through income or expenditure. The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Significant judgements

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

- Grants will continue to be received at sufficient levels to enable the charity's work to continue.
- Net proceeds from sale of the social housing properties will exceed the current book value.

##### Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The key assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

- Amounts due in respect of grants outstanding at the balance sheet date will be received in full. The carrying value of debtors is shown in the accounts.
- Net proceeds from sale of the social housing properties will exceed the current book value. The carrying value of freehold properties is shown in the accounts.

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

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#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and are restricted income funds. There are no endowment funds.

#### **Incoming resources**

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

#### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **Operating leases**

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

# **The Springfield Project**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2018**

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#### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. The trustees are currently considering the sale of the properties used to provide social housing. A current report by independent valuers shows that the expected sales proceeds will exceed the book value of the properties. The trustees do not consider the main purpose of holding the properties to be that of investment and accordingly they are not included in the accounts at a revalued amount. Also, in view of the valuation being in excess of book value there is no perceived impairment and therefore no depreciation has been provided.

There are no other tangible fixed assets. The charity's policy is to write off to income and expenditure any assets that are paid for by means of a grant.

#### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date. For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs.

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

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#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The charity is a company limited by guarantee. In the event of the winding up of the charity any person who is a member at that time or was a member within the preceding twelve months may be liable to contribute pay a sum not exceeding £1.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
<b>Donations</b>			
General donations	8,939	10	8,949
Donations from other charities	10,000	–	10,000

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

#### 5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
<b>Grants</b>			
Apprentice Grant	—	—	—
Awards for All: Creative Community	—	9,972	9,972
Yardley Great Trust: Little Stars	—	3,000	3,000
Yardley Great Trust: Community Services	—	3,017	3,017
Timebank: Community Services	—	1,200	1,200
Awards for All: Green Space	—	—	—
Faith Action: Creative English	—	1,000	1,000
Groundwork: Greenspace	—	2,000	2,000
St Christopher's PCC: Seedlings	—	1,108	1,108
Sundry unrestricted grants	—	—	—
Sundry restricted grants	—	270	270
	<u>18,939</u>	<u>21,577</u>	<u>40,516</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
<b>Donations</b>			
General donations	5,827	39	5,866
Donations from other charities	—	3,000	3,000
<b>Grants</b>			
Apprentice Grant	3,000	—	3,000
Awards for All: Creative Community	—	—	—
Yardley Great Trust: Little Stars	—	—	—
Yardley Great Trust: Allotments	—	3,180	3,180
Timebank: Community Services	—	—	—
Awards for All: Green Space	—	9,760	9,760
Faith Action: Creative English	—	—	—
Groundwork: Greenspace	—	—	—
St Christopher's PCC: Seedlings	—	—	—
Sundry unrestricted grants	2,000	—	2,000
Sundry restricted grants	—	4,470	4,470
	<u>10,827</u>	<u>20,449</u>	<u>31,276</u>

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

#### 6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
BCC: Children's Centre	–	534,975	534,975
BCH: Children's Centre	–	252,949	252,949
BCC: Nursery	233,098	–	233,098
NHS Birmingham South Central: Neighbours Scheme	–	59,167	59,167
BCC Local Innovation Fund: Community Services	–	14,000	14,000
Birmingham SmartCare Federation: Community Services		4,654	4,654
Rent from Social housing	27,155	–	27,155
	<u>260,253</u>	<u>865,745</u>	<u>1,125,998</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
BCC: Children's Centre	–	695,467	695,467
BCC: Nursery	235,787	–	235,787
NHS Birmingham South Central: Neighbours Scheme	–	71,000	71,000
BCC Local Innovation Fund: Community Services	–	–	–
Rent from Social housing	35,221	–	35,221
	<u>271,008</u>	<u>766,467</u>	<u>1,037,475</u>

#### 7. Investment income

	Unrestricted Funds £	Total Funds 2018 £	Unrestricted Funds £	Total Funds 2017 £
Bank interest receivable	<u>109</u>	<u>109</u>	<u>363</u>	<u>363</u>

#### 8. Other income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Sundry receipts and contributions to activities	<u>19,000</u>	<u>749</u>	<u>19,479</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Sundry receipts and contributions to activities	<u>28,406</u>	<u>867</u>	<u>29,273</u>

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

#### 9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
BCC: Children's Centre	–	439,825	439,825
BCH: Children's Centre	–	210,222	210,222
BCC: Nursery	220,774	–	220,774
Community Services	1,731	53,772	55,503
Raising the Roof	32,271	–	32,271
General activities	71,514	–	71,514
Sundry Restricted Funds	–	25,888	25,888
Support costs	34,387	139,068	173,455
	<u>360,677</u>	<u>868,775</u>	<u>1,229,452</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
BCC: Children's Centre	–	695,637	695,637
BCC: Nursery	222,064	–	222,064
Community Services	–	71,311	71,311
Raising the Roof	51,151	–	51,151
General activities	46,388	–	46,388
Sundry Restricted Funds	–	5,821	5,821
Support costs	13,617	–	13,617
	<u>333,220</u>	<u>772,769</u>	<u>1,105,989</u>

#### 10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2018 £	Total fund 2017 £
Children's Centre	650,047	128,079	778,126	695,637
Nursery	220,774	17,438	238,212	222,064
Community Services	55,503	11,376	66,879	71,311
Raising the Roof	32,271	4,041	36,312	51,151
General activities	71,514	12,521	84,035	60,005
Sundry Restricted Funds	25,888	–	25,888	5,821
	<u>1,055,997</u>	<u>173,455</u>	<u>1,229,452</u>	<u>1,105,989</u>

# The Springfield Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

## 11. Analysis of support costs

	Children's Centre £	Nursery £	Community Services £	Raising the Roof £	General activities £	Total 2018 £	Total 2017 £
Staff costs	66,136	9,436	4,522	2,880	—	82,974	—
Premises	46,183	4,450	5,892	661	2,360	59,546	—
General office	15,760	3,052	462	—	3,258	22,532	8,800
Governance costs	—	500	500	500	6,903	8,403	4,817
	<u>128,079</u>	<u>17,438</u>	<u>11,376</u>	<u>4,041</u>	<u>12,521</u>	<u>173,455</u>	<u>13,617</u>

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

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#### 12. Net expenditure

Net expenditure is stated after charging/(crediting):

	2018	2017
	£	£
Termination payments	<u>47,814</u>	<u>20,193</u>

#### 13. Auditors remuneration

	2018	2017
	£	£
Fees payable for the audit of the financial statements	<u>4,200</u>	<u>3,300</u>

#### 14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2018	2017
	£	£
Wages and salaries	752,631	755,765
Social security costs	40,404	48,636
Employer contributions to pension plans	17,324	17,674
Other employee related costs	<u>841</u>	<u>3,430</u>
	<u>811,200</u>	<u>825,505</u>

The average head count of employees during the year was 51 (2017: 52). The average number of full-time equivalent employees during the year is analysed as follows:

	2018	2017
	No.	No.
Management and administration	3	3
Support	1	1
Charitable Activities	<u>32</u>	<u>32</u>
	<u>36</u>	<u>36</u>

No employee received employee benefits of more than £60,000 during the year (2017: Nil).

#### Key Management Personnel

The trustees consider the key management personnel of the charity are its Chief Executive officer, Assistant CEO and Centre Business Manager. Total remuneration payable during the year, including pension and social security costs was £131,998. (2017: £123,101).

#### 15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

No trustee expenses have been incurred

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2018

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#### 16. Tangible fixed assets

	Freehold property £
<b>Cost</b>	
At 1 April 2017 and 31 March 2018	575,750
<b>Depreciation</b>	
At 1 April 2017 and 31 March 2018	—
<b>Carrying amount</b>	
At 31 March 2018	575,750
At 31 March 2017	575,750

#### 17. Debtors

	2018 £	2017 £
Trade debtors	126,912	8,851
Prepayments and accrued income	18,797	12,738
Other debtors	500	—
	<u>146,209</u>	<u>21,589</u>

#### 18. Creditors: amounts falling due within one year

	2018 £	2017 £
Bank loans and overdrafts	12,000	12,500
Trade creditors	25,496	3,053
Accruals and deferred income	15,540	4,723
Social security and other taxes	18,181	12,788
	<u>71,217</u>	<u>33,064</u>

#### 19. Creditors: amounts falling due after more than one year

	2018 £	2017 £
Bank loans and overdrafts	<u>276,085</u>	<u>288,484</u>

An analysis of the maturity of loans is given below:

	2018 £	2017 £
Amounts falling due after more than 1 year		
Bank loans 1-2 years	12,000	12,500

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2018

Bank loans 2-5 years	36,000	55,000
Bank loans-over 5 years	228,085	220,984
	<u>276,085</u>	<u>288,484</u>

The loans are secured on the freehold property of the charity. The interest rate is variable at 3.5% over the base rate of Unity Trust Bank plc subject to a minimum charge of 4% per annum.

#### 20. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £17,324 (2017: £17,674).

#### 21. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2017 £	Income £	Expenditure £	At 31 March 2018 £
General funds	524,076	298,301	(360,677)	461,700
	<u>524,076</u>	<u>298,301</u>	<u>(360,677)</u>	<u>461,700</u>

##### Restricted funds

	At 1 April 2017 £	Income £	Expenditure £	At 31 March 2018 £
BCC: Children's Centre	—	534,975	(534,975)	—
BCH: Children's Centre	—	253,130	(243,151)	9,979
NHS Perinatal	3,552	—	(3,552)	—
Neighbour Scheme	(734)	59,736	(59,002)	—
Birmingham SmartCare Federation	—	4,654	(4,654)	—
BCC Innovation Fund	—	14,000	—	14,000
Groundwork: Greenspace	—	2,000	—	2,000
Yardley Great Trust: Community Services	—	3,017	—	3,017
Timebank: Community Services	—	1,200	(1,200)	—
Yardley Great Trust: English	4,647	—	(2,479)	2,168
Awards for All: Greenspace	9,760	—	(9,760)	—
Awards for All: Creative Community	—	9,972	—	9,972
Faith action: Creative English	—	1,000	(1,000)	—
Yardley Great Trust: Allotments	3,180	—	(657)	2,523
Freedom Programme	2,314	—	—	2,314
Garden Fund	4,833	—	(4,833)	—
Yardley Great Trust: Little Stars	—	3,000	(2,055)	945
Sundry Restricted funds	857	1,387	(1,457)	787
	<u>28,409</u>	<u>888,071</u>	<u>(868,775)</u>	<u>47,705</u>

# The Springfield Project

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2018

#### 23. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Tangible fixed assets	575,750	–	575,750	575,750
Net Current assets	162,035	47,705	209,740	265,219
Creditors greater than 1 year	(276,085)	–	(276,085)	(288,484)
<b>Net assets</b>	<u>461,700</u>	<u>47,705</u>	<u>509,405</u>	<u>552,485</u>

#### 23. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2018 £	2017 £
Not later than 1 year	2,456	–
Later than 1 year and not later than 5 years	–	7,368
	<u>2,456</u>	<u>7,368</u>

#### 24. Related parties

The charity has a close relationship with St Christopher's Church by reason of a number of trustees (S Slater, T Thomas, Y Gordon and A Roper Hall) who serve on both Boards and are therefore able to influence the way in both charities operate. There are a number of transactions involving the church either by way of contributions from the Church towards specific project costs or for shared occupancy and administration costs. In addition the charity makes payments to St Christopher's Church in respect of use of premises.

Total contributions were received during the year as follows:

- Grant for Seedlings - £1,108
- Administration and occupancy costs - £10,276 (2017: £9,346)

Total payments made were as follows:

- Use of premises - £11,750 (2017: £13,000)
- Seedlings Development support - £1,264
- Fundraising services - £1,200

There were no outstanding monies at 31 March 2018 or 2017.